

Approved For Release 2007/11/01 : CIA-RDP85B01152R000400500096-6

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Federal Personnel Manual System

Special Bulletin #36

FPM Bulletin

Bulletin No. 920-12

Washington, D. C. 20415

March 30, 1979

SUBJECT: Setting SES Pay at Conversion**Heads of Departments and Independent Establishments:**

The determination has been made that an agency decision on SES pay conversion which adheres to the following OPM guidance will not constitute a pay adjustment under Section 5383(c) of the CSRA. This means that an individual's conversion pay level may be changed during the twelve months following conversion if OPM guidance was followed in setting his/her conversion rate.* - If OPM guidance is NOT followed and agency discretion is exercised in setting a conversion rate for an individual, no additional adjustment may be made for that individual for twelve months.

OPM Guidance**Convert to:**

GS-16, Step 1
GS-16, Step 2
GS-16, Step 3
GS-16, Steps 4-9
GS-17
GS-18
EL-V
EL-IV

ES-1**
ES-2**
ES-3**
ES-4
ES-4
ES-4
ES-5
ES-6

* In some cases individuals have been restricted in grade level either by limitations on GS-17 and GS-18 positions or by CSC/OPM moratorium on reclassification/promotion actions involving changes to a higher grade at the same salary. In these cases, if the agency converts the individual according to the grade he/she would have held if the upgrading action had taken place, it will not be considered that discretion had been exercised. (The individual's rate could be changed within the ensuing 12-month period.) Equally, if an individual is reassigned during conversion to a position which before SES was at a higher grade level (e.g., from a former GS-18 position to a former EL-V position) conversion pay may be set according to the higher level.

** If an individual would be eligible for a periodic step increase in the General Schedule on or before December 31, 1979, convert to the next rate.

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Code: 920- Senior Executive Service

Distribution: Limited, Heads of Agencies and Assistant Secretaries for Administration
(or equivalent)

Bulletin Expires: July 13, 1979

OPM FORM 654 1/79